



SPECIAL MEETING
SENIOR CITIZENS ADVISORY BOARD
AGENDA

Thursday, November 2, 2017 • 9:00 a.m. San Bruno Senior Center 1555 Crystal Springs Road, San Bruno

WELCOME TO OUR ADVISORY BOARD MEETING: If you wish to speak on an item under discussion by the Board and appearing on the agenda, you may do so upon receiving recognition from the Board Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC COMMENT. In compliance with the American Disabilities Act, individuals requiring accommodation for this meeting should notify us 48 hours prior to the meeting (616-7150).

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. REVIEW OF AGENDA:**
- 4. APPROVAL OF MINUTES:**
- 5. CONSENT CALENDAR:**
- 6. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:** Note: Board policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Board from discussing or acting upon any matter that is not on the agenda. Non-agenda issues raised by members of the public or by the Board may, at the discretion of the Board, be scheduled for consideration at future meetings.
- 7. NEW BUSINESS:**
 - a. Report on Results of Invitation for Bids for Senior Center Deck Replacement Project and Request for Funding from the Senior Center Trust Fund to Address the Project Budget Shortfall
- 8. UNFINISHED BUSINESS:**
- 9. ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS**
- 10. ITEMS FROM STAFF:**
- 11. ADJOURNMENT**

**** POSTED PURSUANT TO LAW ****



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: November 2, 2017

TO: Honorable Mayor and Members of the City Council

FROM: Kerry Burns, Community Services Director
Danielle Brewer, Community Services Superintendent–Recreation and Senior Services

SUBJECT: Report on Results of Invitation for Bids for Senior Center Deck Replacement Project and Request for Funding from the Senior Center Trust Fund to Address the Project Budget Shortfall

BACKGROUND:

The exterior deck along the rear of the San Bruno Senior Center is original to the building's construction and is approximately 31 years old. This deck is regularly used by Senior Center patrons and groups who rent the facility for parties and fundraisers. The space offered on the deck is an integral outdoor extension of the Senior Center and provides for a gathering space in a comfortable and inviting natural environment. It is routinely used by daily Senior Center patrons, Bocce Ball players who gather on the exterior deck while awaiting for games to commence, and rental guests.

The decking material, constructed of redwood and nails, has outlived its useful life and is in need of replacement. The redwood decking planks are splintering and cupping. Due to the age of the wood, frequent maintenance is required to reset nails which secure the decking planks to its structural framing in order to limit tripping hazards and insure the integrity of the deck's surface.

In 2016, Senior Citizen Advisory Board members evaluated different decking materials. The Board unanimously preferred a composite decking material. Replacement of the deck with this composite material rather than redwood is more environmentally sustainable and will result in a more durable surface requiring less frequent maintenance over a longer life span.

DISCUSSION:

The project was advertised in the San Mateo County Time newspaper on October 2, 2017 and October 9, 2017. Notice to bidders was sent to thirty three (33) contractors listed in the City's contractor directory, posted on the City's website and provided to five (5) construction distribution centers. A total of four (4) bids were received and opened on October 19, 2017 as follows:

No.	Contractor	Total Cost
1.	Sacramento Builders	\$159,800

2. Treaty Construction	\$182,800
3. RK & Associates	\$189,000
4. Southwest Construction	\$191,700
Engineer's Estimate	\$83,750

The lowest bid was received from Sacramento Builders in the amount of \$159,800, which was approximately \$76,050 higher than the engineer's estimate. Consistent with State law, staff recommends awarding the project to the low bidder, Sacramento Builders, which has an office located in Penryn, California. Staff has reviewed the bid materials and determined that the submitted bid is complete and accurate. Sacramento Builders has satisfactorily completed numerous private projects in cities such as San Francisco, Sacramento, and Berkeley. In addition, they hold a TrexPro Platinum certification which is only reserved for the top 1% of installers internationally. References for Sacramento Builders have reported no issues working with the contractor and have been satisfied with their work and responsiveness. Based on their experience and performance, staff determined that Sacramento Builders meets the qualifications to perform the work for the Senior Center Deck Replacement Project as specified in the contract documents.

FISCAL IMPACT:

The FY 2017-22 Capital Improvement Program budget for the project includes an allocation of \$88,104 to complete the design, bid, and construction of the replacement deck. Staff recommends a construction budget that includes a 15% construction contingency to address unforeseen conditions during construction. The total estimated cost of the construction phase of the project is as follows:

Construction Contract	\$ 159,800
Construction Contingency (15%)	\$ 23,970
Staff Management and Inspection (10%)	<u>\$ 15,980</u>
Total Estimated Construction Phase	<u>\$ 199,750</u>
Project Funding Shortfall	<u>\$ (111,646)</u>

At its September 2017 Regular Meeting, the Senior Citizens Advisory Board unanimously recommended to the City Council the expenditure of \$40,000 from the Trust Fund to replace the Multipurpose Room flooring. Recently, the City received the great news that the cost associated with replacement of the entire Multipurpose Room flooring would be covered through the City's insurance policy. This policy is also covering the cost of the repairs to the Senior Center necessitated by the June 19, 2017 vehicle accident.

In order to fully fund the cost of the Senior Center deck replacement, \$111,646 in additional funding is necessary. Staff is requesting the Board reallocate the \$40,000 previously identified for the Multipurpose Room flooring for the deck replacement project. Pending City Council consideration, the City's General Fund would allocate the additional \$71,646 necessary to construct the deck.